

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, October 9, 2008 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Dingman, Fitch, Gates, Phillips, Tymczyszyn, and Chairperson Adams.

Absent: None.

Also Present: Facility Operations Manager Megerdichian.

3. FLAG SALUTE

Commissioner Phillips led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Fitch, seconded by Commissioner Phillips, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES OF SEPTEMBER 11, 2008

In response to an inquiry from Commissioner Tymczyszyn, Facility Operations Manager Megerdichian stated that the jet fuel item would most likely be considered by City Council in early November 2008 and that interested parties would be notified of the date and sent copies of the item as soon as a date is set.

MOTION: Commissioner Fitch moved for the approval of the September 11, 2008 Airport Commission meeting minutes as submitted. Commissioner Phillips seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

None.

7. ACTION ITEMS

None.

8. INFORMATION ITEMS

**8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF
THE GENERAL SERVICES DEPARTMENT**

Chairperson Adams noted that the following reports for October 2008 were included in the agenda material: Hangar and Tiedown Rental Status, Ongoing Projects, October 2008 Meeting Room Schedule, and Hangar Waiting List.

Referring to Pavement Rehabilitation in Report 2, Facility Operations Manager Megerdichian reported that the project was discussed at a meeting with Airport tenants on September 25, 2008 and that Phase 1 will begin October 20, 2008.

He reported that a bid opening for Underground Storage Tank Upgrade was held on September 25, 2008, adding that staff is in the process of evaluating the bids.

He provided an update regarding the FAA Tower Interior Upgrade and clarified that the FAA Tower is a City-owned facility, that the FAA leases it, and that the City is responsible for its upgrades.

8B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Chairperson Adams noted that the following reports were included in supplemental material: Events Requiring Emergency Response and Airfield Operations Status.

Chairperson Adams noted the decrease in operational activity in September 2008.

Responding to Commissioner Tymczyszyn's inquiry, Facility Operations Manager Megerdichian explained that dry season observation forms are sent to the State Water Resources Board.

Commissioner Fitch received an explanation from Commissioner Tymczyszyn that new noise abatement signs ordered for runway 29R and 11L will graphically depict flight patterns that pilots are supposed to follow.

8C. LAND MANAGEMENT REPORT – AERONAUTICAL

Chairperson Adams noted that a Land Management Update – Aeronautical from Land Management Team Sunshine was included in agenda material.

Commissioner Fitch requested that staff provide copies of the license agreement with the Civil Air Patrol.

8D. NOISE ABATEMENT REPORT- NONE

Commissioner Gates stated that he attended the October 4, 2008 Noise Abatement Open House and that they have all the information there to generate monthly reports. He stated that he requested copies of letters that were sent out in July, August, and September 2008 and that he received them for July and August 2008. He distributed, briefly described, and entered into record copies of the 11 noise ordinance violations for July 2008 and 17 violations for August 2008.

Commissioner Fitch stated that a jet that took off during the Open House did not even register on the system.

Commissioner Phillips stated that area residents should visit the Noise Abatement Center.

Facility Operations Manager Megerdichian stated that there were four to seven visitors at one time at the Open House throughout the day.

8E. AIRPORT FINANCIAL STATEMENTS

Facility Operations Manager Megerdichian noted that the Audited Financial Statement of the Airport Enterprise Fund for the year ended June 30, 2007 was included in agenda packets. He distributed and reviewed copies of the Airport Fund, Aeronautical, and Non-Aeronautical Statement of Revenues and Expenses, Budget to Actual, for 13 periods ended June 30, 2007. He provided an overview of Operating Revenues, Operating Expenses, Non-Operating Revenues, Non-Operating Expenses, and Operating Transfers Out. He stated that the pooled cash and investments figure of \$7,128,382 is the cash in the Airport Fund and includes all the monies earmarked for capital projects as well.

He offered to bring back information about the vacant car dealerships as well as Leased Land Rental under Non-Aeronautical Operating Expenses.

Responding to Commissioner Tymczyszyn's inquiry, Facility Operations Manager Megerdichian advised that City taxes on Airport sales are included in Airfield fees and charges.

Chairperson Adams distributed a fax dated October 9, 2008 from Joe Arciuch regarding Return on Investment and Facility Operations Manager Megerdichian advised that his questions have been answered by telephone.

8F. SUB-COMMITTEE REPORTS

8F.1 STATE AND FED FUNDING

No report.

8F.2 POLICY CHANGE AND GA GROWTH

Previously discussed at this meeting.

9. ORAL COMMUNICATIONS #2

9A. Commissioner Fitch stated that the Governor honored Louis Zamperini as an Olympian at Universal Studios on September 29, 2008.

9B. Commissioner Gates stated that he and Hilda had the opportunity to process three noise events from the day before the Noise Abatement Open House, noting that the first two were birds.

9C. Commissioner Tymczyszyn received clarification that pilots were able to request noise tests of their aircraft and that Noise Abatement reports may become available in January 2009.

9D. Commissioner Phillips stated that the Noise Abatement Open House was very interesting and informative.

9E. Michael Wermers, Audrey Avenue, stated that he called in a curfew violation on October 9, 2008 and that Hilda called back advising him that a pilot was conducting sound tests. He commended the sophisticated system as well as Hilda for her customer service.

9F. Facility Operations Manager Megerdichian stated that the October 14, 2008 Finance and Governmental Operations Committee meeting has been cancelled.

10. ADJOURNMENT

MOTION: At 7:53 p.m., Commissioner Phillips, seconded by Commissioner Fitch, moved to adjourn the meeting to Thursday, November 13, 2008 at 7:00 p.m., in the West Annex meeting room.

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| Approved as Amended November 13, 2008 s/ Sue Herbers, City Clerk |
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